



CHEROKEE NATION ELECTION COMMISSION

Ph: 918-458-5899 | TF: 800.353.2895 | F: 918.458.6101

AGENDA REGULAR MEETING

Thursday, October 3rd, 2024

9:30 AM

- I. Call to order
- II. Roll call/Approval of absent members to attend by phone if necessary
- III. Approval of Minutes from the September 19th Special Meeting
- IV. Administrator's Report
- V. Election Director's Report
- VI. Attorney's Report
- VII. Old Business
 - a. None
- VIII. Current Items
 - a. Consideration and possible action on renewing Election Commission Attorney's agreement
 - b. Consideration and possible action on renewing Election Commission Investigator's agreement
 - c. Consideration and possible action on Hart agreement for FY2025
 - d. Discussion and possible action on CSA agreement for FY2025
- IX. Executive Session
 - a. Confidential discussion with attorney on pending litigation, claims, investigations, or protests
 - b. Personnel
 - c. Exit Executive Session
- X. Action from Executive Session
- XI. Announcements
- XII. Adjourn

POSTED
9/20/24 12:14

September 23, 2024 by 9:30 AM
Cherokee Nation Election Office
17763 S. Muskogee Ave
Tahlequah, OK 74464

Chairperson: Rick Doherty

Posted by: _____



CHEROKEE NATION ELECTION COMMISSION

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REGULAR MEETING MINUTES

Thursday, October 3rd, 2024

I. Call to order

- a. The Regular Meeting of the Cherokee Nation Election Commission was called to order by Chairperson Rick Doherty at 9:30am

II. Roll call/Approval of absent members to attend by phone if necessary

- a. Election Commission Secretary, Pamela Sellers, called roll and a quorum was established with the following Commissioners present:

Rick Doherty – Chairperson

Cheryl Cooper – Vice Chairperson

Pamela Sellers – Secretary/Treasurer

Elizabeth Ballew – Commissioner

Sherry Reynolds – Commissioner

Office Staff – Connie Parnell & Marcus Fears

Election Commission Attorney Harvey Chaffin

Election Commission Investigator Nick Goodwin

III. Approval of Minutes

- a. Chairperson Rick Doherty asked for approval and/or discussion regarding the minutes of the September 19th Special Meeting. Elizabeth Ballew made a motion, which was seconded by Cheryl Cooper to approve the September 19th Special Meeting Minutes. The motion was seconded by all Commissioners.

IV. Administrator's Report

- a. Marcus reported on voter statistics, office security improvements and meeting with sign company to produce instructional signage. He also mentioned Gov't Relations bringing 300+ voter registration later in the day. Elizabeth Ballew made a motion, which was seconded by Cheryl Cooper to approve the Administrator's Report. The motion was seconded by all Commissioners. **(Attachment 1)**

V. Election Director's Report



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- a. Connie gave an update on correcting bad addresses. She also mentioned that for redistricting we were just waiting on data for Delaware County and it should be in later that day. Elizabeth Ballew made a motion, which was seconded by Cheryl Cooper to approve the Election Director's Report. The motion was seconded by all Commissioners. **(Attachment 2)**

VI. Attorney's Report

- a. N/A

VII. Old Business

- a. None

VIII. Current Items

- a. Consideration and possible action on renewing Election Commission Attorney's agreement.
 - i. Elizabeth Ballew made a motion, which was seconded by Cheryl Cooper to renew Harvey Chaffin as the Election Commission Attorney for FY2025. The motion was seconded by all Commissioners.
- b. Consideration and possible action on renewing Election Commission Investigator's agreement.
 - i. Elizabeth Ballew made a motion, which was seconded by Cheryl Cooper to renew Nick Goodwin as the Election Commission Investigator for FY2025. The motion was seconded by all Commissioners.
- c. Consideration and possible action on Hart agreement for FY2025.
 - i. Elizabeth Ballew made a motion, which was seconded by Cheryl Cooper to approve the Hart agreement for FY2025. The motion was seconded by all Commissioners.
- d. Discussion and possible action on CSA agreement for FY2025.
 - i. Elizabeth Ballew made a motion, which was seconded by Cheryl Cooper to approve the CSA agreement for FY2025. The motion was seconded by all Commissioners.

IX. Executive Session

- a. None

X. Action from Executive Session

- a. N/A



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XI. Announcements

- a. Marcus announced that Rule's would be in person this month and would be on October 15th at 11am.

XII. Adjourn

- a. Elizabeth Ballew made a motion, which was seconded by Cheryl Cooper to adjourn at 9:45am. The motion was seconded by all Commissioners.

Pamela Sellers



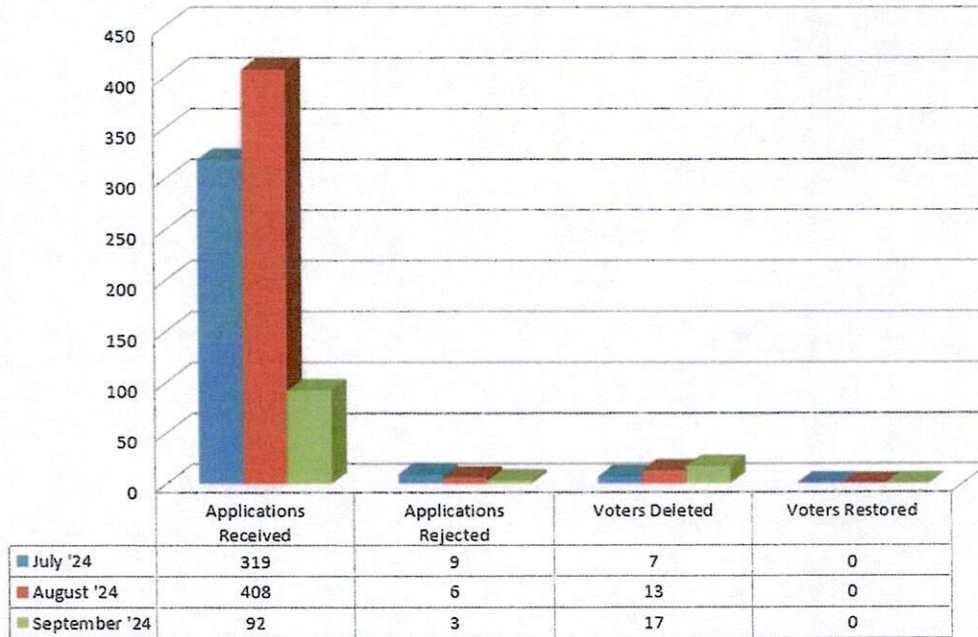
I. OFFICE:

As you could see as you came in, our security improvements are complete. Connie and I will meet with the sign company across the street to get some instructional signage made for citizens so they will know how to speak with the staff, enter and exit properly. September 30th was the end of the fiscal year so if I haven't received your time sheet(s) I would like to have those to Finance by Monday, October 7th. As you can also see below, we only processed 92 applications in September, but are receiving about 300 from Gov't Relations today. The primary focus of everyone for September has been correcting the bad addresses.

II. VOTER PROCESSING: As of 09/30/2024

78,823 Total Registered Voters; **43,898** In-District; **35,925** At-Large

Voter Registration Statistics



A. Statistical Report:

*Detailed Data by District and Precinct is attached

III. FINANCIAL HIGHLIGHTS:

6 Total Requisitions in September.

District	Precinct	Voters
Dist No. 1 Hulbert	Hulbert	1,333
	Okay	347
	Tahlequah (1)	1,658
Total for District		3,338
Dist No. 2 Tahlequah	Briggs	292
	Lowrey	297
	Tahlequah (2)	2,448
Total for District		3,037
Dist No. 3 Tenkiller	Keys	1,003
	Tahlequah (3)	1,826
Total for District		2,829
Dist No. 4 Three Rivers	Ft. Gibson	955
	Muskogee	590
	Warner	696
Total for District		2,241
Dist No. 5 Redbird	Gore	430
	Sallisaw (5)	639
	Vian	1,065
Total for District		2,134
Dist No. 6 Sequoyah	Belfonte	124
	Marble City	151
	Muldrow	1,551
	Sallisaw (6)	1,647
Total for District		3,473
Dist No. 7 Flint	Cave Springs	279
	Chewey	109
	Stilwell (7)	2,310
	Westville (7)	599
Total for District		3,297
Dist No. 8 Goingsnake	Bell	313
	Stilwell (8)	1,141
	Westville (8)	546
Total for District		2,000
Dist No. 9 Saline	Jay (9)	655
	Kansas	1,353

District	Precinct	Voters
Dist No. 9 Saline	Kenwood	184
	Salina (9)	506
Total for District		2,698
Dist No. 10 Delaware	Afton	587
	Grove	709
	Jay (10)	898
	Pryor (10)	526
	Salina (10)	201
	Spavinaw	196
Total for District		3,117
Dist No. 11 Cooweescoowee - North	S. Coffeyville	484
	Vinita	1,957
	Welch	155
Total for District		2,596
Dist No. 12 Cooweescoowee - West	Bartlesville	1,848
	Nowata	689
Total for District		2,537
Dist No. 13 Gadusi	Catoosa	352
	Collinsville	596
	Owasso	419
	Tulsa	1,815
Total for District		3,182
Dist No. 14 Cooweescoowee - Central	Chelsea	580
	Claremore (14)	2,555
	Oologah	463
Total for District		3,598
Dist No. 15 Cooweescoowee - South	Claremore (15)	943
	Locust Grove	884
	Pryor (15)	938
	Salina (15)	56
Total for District		2,821
At Large	At Large	35,925
Total for District		35,925
Grand Total		78,823



Cherokee Nation Election Commission

P.O. Box 1188, Tahlequah, OK 74465-1188

Phone: 918-458-5899 Fax: 918-458-6101

August- 2024 Directors Report

Continued work on the bad address report it is a work in progress. The staff has been doing a great job with this report. It is over half done and looking forward to the rest of the street segments. The only one left is Delaware county.

The copy of the data base is on the server ready to move forward with the project.

When I run the reports to get the numbers in the districts, we will be able to have a work session with the Commission on precinct polling places. This will be the time that the consideration of assignment in the new districts. The polling places with lower numbers of voters will be looked at to consider keeping or deleting.

I look forward to the progress of this project, thank you for all the work from the Commissioners and staff.

There is a definite increase in some of the districts in comparison to the reports from August and September stats reports.



Quote Number 00013069
Account Name Cherokee Nation, OK
Grand Total \$412.00

Expiration Date 10/19/2024
Payment Terms Net 30

Please fax with signature to or scan and email to ssaenz@hartic.com to order.

Item	Description	Unit Price	Quantity	Total Price
Scan Calibration Kit		\$42.00	1	\$42.00
Verity PM Kit	Preventative Maintenance kit for qty 20 Verity devices	\$80.00	4	\$320.00
Subtotal				\$362.00
Shipping and Handling (Estimated)				\$50.00
Grand Total				\$412.00

Bill To P.O. Box 1188
Tahlequah, OK 74465

Ship To 17763 S Muskogee Ave.
Tahlequah, OK 74464

Customer Contact

Contact Name Connie Parnell

Terms and Conditions

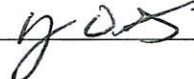
Please note: Shipping & Handling charges listed are estimates only. Due to global supply chain and delivery issues, actual shipping & handling charges may be significantly higher. Pricing subject to inventory availability at time of quote execution and acceptance.

Taxes will be calculated in conjunction with the Customer based on the final approved price list.

Hart Approval

Prepared By Simon Saenz Title Sales Account Manager
Signature 

Customer Approval

Name: Rick Doherty Title: Chairman
Customer Approval:  Date: 10-3-24

2.2 The manner of performance of the Project shall be determined solely by the Principal Investigator. In the event the Principal Investigator becomes unable or unwilling to continue the Project and a mutually acceptable substitute is not available, either party shall have the option to terminate the Project.

2.3 Sponsor agrees that, if funds are exhausted prior to completion of the research, University will, at the option of Sponsor, submit a final report of accomplishments or provide an estimate of additional funds required to complete the Project and will continue the research if such funds are provided by Sponsor.

2.4 Sponsor understands that University may be involved in similar research through the same or other researchers on behalf of itself and others. University shall be free to continue such research, and Sponsor shall not gain any rights *via* this Agreement to such other research.

2.5 The Principal Investigator shall furnish Sponsor periodic letter reports summarizing progress on the Project. The Principal Investigator shall prepare and submit, on behalf of University, a final report to the Sponsor within ninety (90) days of the termination of this Agreement.

2.6 As long as Principal Investigator is employed by University, it shall be conclusively presumed that any patentable invention conceived of and/or reduced to practice by such Principal Investigator was made in his/her/their capacity as an employee of University and shall be promptly disclosed to and exclusively owned by University regardless of the circumstances surrounding the conception and/or reduction to practice.

SECTION 3. PERIOD OF PERFORMANCE

3.1. The Period of Performance will be: **October 1, 2024** through **September 30, 2025**.

SECTION 4. COSTS, BILLINGS AND OTHER SUPPORT

4.1 This is a fixed price agreement. For the services, reports, and other items to be delivered hereunder, Sponsor shall pay University, in U.S. dollars, an amount not to exceed Fifty-Nine Thousand Eight Hundred Thirty-Three Dollars and no cents (**\$59,833.00**), payable to the University of Oklahoma and sent to the business/payment address in **Section 10**. University shall bill Sponsor monthly, on a fixed price basis, at Sponsor's business address set forth in **Section 10**. Payment shall be due within thirty (30) days of receipt of invoice, with final invoice due ninety (90) days following termination of this Agreement.

4.2 The University agrees to incur expenses substantially in accordance with the cost estimate included in **Appendix B** ("Budget"), incorporated herein by reference. University reserves the right to re-budget funds as necessary for completion of the Project.

4.3 Pre-award costs to cover obligations and expenditures made up to ninety (90) days prior to the starting date of the period of performance in this Agreement will be allowed hereunder if also in accordance with the budget/estimate of costs included in **Appendix B**.

4.4 University shall retain title to any equipment purchased with funds provided by Sponsor under this Agreement. Title to equipment furnished by Sponsor to University, if any, shall remain with the Sponsor. The costs of transporting, installing and servicing any equipment used herein, whether the property of University or Sponsor, shall be allowable under this Agreement.

4.5 University shall maintain relevant accounting records in a central location sufficient to enable Sponsor to determine whether University has properly expended Sponsor funds. Sponsor may examine the records upon reasonable, prior written notice sent to the University business address.

4.6 Invoices will be submitted at the end of each month. The invoices will contain services done in the month with the amounts of the services. With a total of all in the month. Submit to the Election Commission.

CHEROKEE NATION ELECTION COMMISSION

REGULAR MEETING

SPECIAL MEETING

ELECTION COMMISSION PRESIDED BY: Rick Doherty

MEETING DATE: 10/3/24 at 9:30 AM / PM at the CNEC Office

Commission Member: Present/Absent

Rick Doherty Present / Absent

Pamela Sellers Present / Absent

Elizabeth Ballew Present / Absent

Cheryl Cooper Present / Absent

Sherry Reynolds Present / Absent

Quorum Established: YES / NO

CNEC Attorney: Harvey Chaffin **CNEC Investigator:** Nick Goodwin

Staff Present: Marcus Fears, Connie Parnell, Kendal Bishop, Charlene Keys,
 Allison George

Visitors:

